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## Lucas County Information Services Checklist for Hardware/Software/Services

Department: Domestic Relations Court

Funding  
Account &  
Description

1010-2300-530700

Requestor: Sharon Haupricht

Req. Date: 03/10/2014

Vendor:

SHI

☒ State Term Contract ID OA1108**Type of Request (check all that apply):**☐ Hdw ☒ SW ☐ Services/New☒ Purchase ☐ Lease ☐ Subscription☐ Services/Support Renewal  
Original Purchase DateDescription or  
Nature of Request  
and for whom this  
is intended:

Lucas County Domestic Relations Court intends to purchase 50 Licenses of Microsoft Office 2013 to be compatible with Windows 7.

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
021-10293 MS Office Standard 2013 License	7728423	NA	50	\$ 241.73	\$ 0.00	\$ 12,086.50
				\$ 975.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00

Total Request \$ 12,086.50

**Business Reason or Justification:**

Office Standard 2013 to replace obsolete software to be installed on new computers running Windows 7.

**Lucas County Information Services  
Checklist for Hardware/Software/Services  
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**Planned Location:**

Desktop

**If Other please specify:**

**Network Connection Required?**

☐ Yes ☐ No ☒ N/A

**LCIS installation assistance needed?**

☒ Yes ☐ No

**Date:**

**LCIS on-going support required?**

☒ Yes ☐ No ☐ N/A

**ITB or RFP completed?**

☐ Yes ☐ No ☒ N/A

**LCIS Management review completed?**

☒ Yes ☐ No

Exclusion

**DP Board Approved?**

☐ Yes ☒ No

MS Office Suite

Exclusion

**Date of Approval:**

03/14/2014

**Comments:**

Reviewed and prepared by Jeremy Burnat.  
Reviewed and approved by George Webb.

G Webb  
3/14/2014

**Pricing Proposal**

<b>Quotation #:</b>	7728423
<b>Description:</b>	Office Std(2)
<b>Created On:</b>	Mar-06-2014
<b>Valid Until:</b>	Mar-31-2014

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**LUCAS COUNTY****Sharon Haupricht**

Phone:

Fax:

Email: shaupr@co.lucas.oh.us

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All Prices are in US Dollar(USD)

<b>Product</b>	<b>Qty</b>	<b>Your Price</b>	<b>Total</b>
1 Microsoft Office Standard 2013 - License - 1 PC - Select, Select Plus - Win - Single Language Microsoft - Part#: 021-10293	50	\$241.73	\$12,086.50
			<hr/>
			Total \$12,086.50

**Additional Comments**

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